

Facesheet for Grants and Cooperative Agreements Program - 2008/2009  
 Agency: BLM - Ukiah Field Office  
 Application: General Application Requirements

6/2/2009

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APP # 700111

**Agency Information**

*(Carefully read the instructions before completing this form)*

**1. Agency Information**

- a. Agency Name BLM - Ukiah Field Office
- b. Organizational Unit
- c. Address 2550 North State Street
- e. City Ukiah State CA Zip 95482
- f. Federal Id Number 70-7468400 DUNS Number
- g. Agency fiscal year (beginning month and October-01 day)
- h. Agency Type (Please check one)
- ☐ City ☐ County ☐ U.S. Forest Service
- ☐ U.S. Forest Service - Patrol District ☒ U.S. Bureau of Land Management ☐ Other Federal Agency
- ☐ Federally Recognized Native American Tribe ☐ Educational Institution ☐ Nonprofit Organization - 501(c)(3) status only
- ☐ State Agency ☐ District

**2. Project Information**

- a. Project Name General Application Requirements
- b. Is implementing agency same as Agency (Please select Yes or No) ☒ Yes ☐ No
- c. Implementing Agency Name
- d. Amount of Funds Requested Project Cost

**Project Request(s) Summary**

#	Project Type	Project Title	Grant Request	Match	Total Project Cost

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**3. Contact**

a. Project Administrator

Name	Jonna Hildenbrand					
Title	Project Coordinator					
Mailing Address	2550 North State Street					
City	Ukiah	State	CA	Zip	95482	
Telephone	(707) 468-4000			Fax	(707) 468-4027	
E-mail Address	jhildenb@ca.blm.gov					

b. Authorized Representative

Name	Rich Burns					
Title	Manager					
Mailing Address	2550 North State Street					
City	Ukiah	State	CA	Zip	95482	
Telephone	(707) 468-4000 - 7074684070			Fax	(707) 468-4027 - 7074684070	
E-mail Address	rburns@ca.blm.gov					

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**A. Location Map**

Attachments:

[BLM Ukiah Field Office](#)

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**A. Equipment Inventory**

Has your agency purchased any Equipment with OHV Trust Funds within the last five (5) ☐ Yes ☒ No  
years? (Please select Yes or No)

#	Item Description	Make	Model	Model Year	Vehicle Identification Number (VIN) or Serial Number	Project Agreement Number
1	PAS Devices (Preliminary Alcohol Screening)	Intoximeter	ALCO Sensor 4	2004	058862 & 058863	

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**PART 1 - ITEM 1. DETERMINE THE NEED FOR FULL FULL HABITAT MANAGEMENT PROGRAM (HMP)**

**All Applicants submitting Projects involving Ground Disturbing Activities are subject to HMP requirements. The HMP must cover the combined Project Area of all proposed Projects with Ground Disturbing Activities.**

**Applicants able to certify that none of the proposed activities listed in the Application in areas open to legal OHV Recreation contain any risk factors to special-status species and/or sensitive habitats shall submit only HMP Part 1. Applicants who cannot certify that the proposed activities listed in the Application in areas open to legal OHV Recreation do not contain any risk factors to special-status species and/or sensitive habitats shall submit HMP Parts 1 and 2.**

1. Do any of your proposed projects involve Ground Disturbing Activities? (Please select ☒ Yes ☐ No Yes or No)
2. Can the Applicant certify that none of the proposed Projects with Ground Disturbing Activities in areas open to legal OHV Recreation contain any risk factors to special-status species and/or sensitive habitats? (If you checked 'Yes', you are done with HMP) (Please select Yes or No) ☒ Yes ☐ No

**PART 2 - RISK ANALYSIS, MANAGEMENT PROGRAM AND REPORTING**

**PART 2 - Section I. Summary of HMP Changes**

Has the Applicant previously submitted a HMP Part 2 that is currently in use in the proposed Project Area? (Please select Yes or No) ☐ Yes ☐ No

**Table 1 - Summary of HMP Changes**

Changes from Previous Year	Section Where Change Occurs

**PART 2 - Section II - Special Status Species**

**Table 2 - Table of All Special-Status Species and Any Other Species of Local Concern That Were Considered for Inclusion in the HMP**

Species	Listing Status	Habitat	Potential for Occurrence	Addressed by HMP? If not explain why?

**PART 2 - Section III - Map(s) of Project Area**

**PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat**

**PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 3**

**Table 3 - Data (Including Baseline Data) and Management Program for Species and/or Sensitive Habitats**

Species/Habitat	Known Information	Methodology	Concerns / Risks / Uncertainties	Management Objective(s)	Management Action(s)	Success Criteria

**PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 4**

**Table 4: Summary of HMP Monitoring Program**

Species/Habitat	Change Detection Methodology	Effectiveness Monitoring Methodology, Including Triggers	Identify Any Applicable Validation Monitoring (Focused Studies)

**PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 5**

**Table 5. Management Review and Response; Adaptive Management**

Monitoring Methodology	How Monitoring Information Will Inform Management	How Data Will Be Analyzed	Management Response to Identified Triggers	Who Will Plan Management Response

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results**

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 6**

**Table 6: Previous Year's Monitoring Results**

Monitoring Accomplishments	Results	Were Objectives and Success Criteria Achieved?

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 7**

**Table 7: Management Actions Based on Monitoring Results**

Management Actions	Species/ Habitat	Date Completed or Planned - mm/dd/yyyy	Changes Needed to HMP

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 8**

**Table 8 Management Actions Taken in Response to HMP-related Public Concerns**

Concern Raised by Public	Actions Taken to Address the Concern

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**A. Soil Conservation**

- a. Do any of your proposed projects involve Ground Disturbing Activities? (Please select ☒ Yes ☐ No Yes or No)

**B. Soil Conservation Plan**

Attachments:

[Ukiah Soil Conservation Plan](#)



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**A. Public Notification Efforts**

Check all that apply: (Please select applicable values)

- ☒ Notice to interested Parties/Groups (Enter date in mm/dd/yyyy format) [03/02/2009]
- ☒ Published on Applicant's Website (Enter date in mm/dd/yyyy format) [03/02/2009]
- ☐ Published in Newspaper
- ☒ News Release Issued
- ☒ Public Meeting(s) Hearing(s) Held

**B. Public Comments**

Comments generally supported OHV use and BLMs commitment to provide a riding area.

The public supported 4 grants (Law Enforcement, Cow Mtn. Planning, Ground Operations, and Education and Safety) of the 5 originally submitted. The grant not supported was the Eight Mile Valley Restoration grant. Both OHMVR Division and users commented on the lack of OHV connection to the project as it was written. OHMVR staff recommended that the webcams be submitted as part of the Ground Operations or LE grant.

Other comments received identified the following:

- Want BLM to hire an OHV Recreation Planner
- Increase Law Enforcement grant request
- Provide more law enforcement personnel
- Support a fee system
- Provide event only trails
- Provide more trails
- Improve maps
- Provide volunteer days/projects
- Support an "adopt a trail" program
- Future developments should be primitive
- Support the webcams
- Support the planning efforts
- Want new methods used to maintain motorcycle trails (to keep them narrower than the SWECO)

**C. Application Development as a result of Public Comments**

- a. Were changes made to the Application as a result of public comments? (Please select ☒ Yes ☐ No Yes or No)

- b. Describe how public comments affected the Application

Both OHMVR staff review and users commented on the lack of OHV connection to the Eight Mile Valley Planning grant as it was written. OHMVR staff recommended that the webcams be submitted as part of the Ground Operations or LE grant. Attendees at the public meeting expressed concern that the webcams seemed expensive.

The Eight Mile Valley Planning grant will not be included in the final grant submission. The webcam and map printing request was incorporated into the Ground Operation grant. Therefore, the Education and Safety grant will not be included in the final grant submission. The webcam budget was fine tuned.

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## 1. Applicant Certifications

### A. General Conditions

- A. The Applicant hereby certifies, under the penalty of perjury, compliance with the following ☒ terms and conditions:
1. If the Project involves a Ground Disturbing Activity, the Applicant agrees to monitor the condition of soils and wildlife in the Project Area each year in order to determine whether the soil conservation standard adopted pursuant to Public Resource Code (PRC), Section 5090.35 and the HMP prepared pursuant to Section 5090.53(a) are being met.
  2. If the Project involves a Ground Disturbing Activity, the Applicant agrees that, whenever the soil conservation standard adopted pursuant to PRC Section 5090.35 is not being met in any portion of a Project Area, the recipient shall close temporarily that noncompliant portion, to repair and prevent accelerated erosion, until the same soil conservation standard adopted pursuant to PRC Section 5090.35 is met.
  3. If the Project involves a Ground Disturbing Activity, the Applicant agrees that, whenever the HMP prepared pursuant to PRC Section 5090.53(a) is not being met in any portion of a Project Area, the recipient shall close temporarily that noncompliant portion until the same HMP prepared pursuant to PRC Section 5090.53(a) is met.
  4. The Applicant agrees to enforce the registration of off-highway motor vehicles and the other provisions of Division 16.5 (commencing with Section 38000) of the Vehicle Code and to enforce the other applicable laws regarding the operation of off-highway motor vehicles.
  5. The Applicant agrees to cooperate with appropriate law enforcement entities to provide proper law enforcement at and around the Facility.
  6. The Applicant's Project is in accordance with local or federal plans and the strategic plan for OHV Recreation prepared by the OHMVR Division.

### B. Programmatic Conditions

#### B. The Applicant must describe the following programmatic conditions:

1. Identify the potential for the facility to reduce illegal and unauthorized OHV Recreation activities in the surrounding areas:  
  
South Cow Mtn and Knoxville provide places for OHVs to go and challenging trails. Volunteer days and holding events present opportunities to educate riders of the importance of responsible riding. Event promoters/sponsors set an example to existing OHVs, potential OHVs, and non-OHVs of the value of abiding by rules, staying on the trails, and riding responsibly. Ownership/vested interest in the areas by all users helps encourage responsible use. A law enforcement presence also deters negligent behavior and a positive discussion about riding in designated areas.
2. Describe how the Applicant is meeting the operations and maintenance needs of any existing OHV Recreation Facility under its jurisdiction:  
  
BLM staff are performing maintenance (restroom maintenance, trail maintenance, sign replacement, repairs, etc). Frequency and duration are limited due to a reduction in budgets and thus the request for grant monies. Additionally, BLM is planning to hire an OHV outdoor recreation planner to help coordinate and ensure that minor repairs, restroom maintenance, sign replacement, etc are completed.

### C. Fee Collection

Describe how fees collected pursuant to Section 38230 of the Vehicle Code (in-lieu funds) are utilized and whether the fees complement the Applicant's proposed Project:

**D. Compliance with PRC 5090.50(b)(1)(C)**

Projects within the O&M category that affect lands identified as inventoried roadless areas by the U.S. Forest Service, are compliant with PRC 5090.50(b)(1)(C). (Please select Yes or No)

☐

Yes

☐

No

**2. Governing Body Resolution**

**3. Land Manager Authorization**

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## 1. OHV Visitor Opportunity Summary

### 1 OHV Visitor Opportunity Summary

- a. Does the land manager agency provide legal OHV riding opportunity? (Please select ☒ Yes ☐ No Yes or No)

Starting (Month/Year) 10/2007 Ending (Month/Year) 09/2008

- b. Off-Highway Vehicle Opportunity Ratio (OHV Ratio) opportunity
- i. Months of OHV Opportunity (OHV Months) 12
- ii. Total Miles Of Routes Available For OHV Recreation 145
- iii. Total Acres Of Open Riding Available For OHV Recreation 46700
- iv. OHV Visitation (visitor days) 109676
- v. Ratio of OHV Visitation/OHV Opportunity 2.34

### 1 OHV Visitor Opportunity Summary (2)

- c. Reference Document that support the responses to a. and b. on previous page  
 BLM Recreation Management Information System - (RMIS)
- d. Visitor Opportunity Ratio (V/O Ratio) = OHV Ratio x OHV Months / 12 2.34  
 Visitor Opportunity Ratio (V/O Ratio) Score 2

## 2. Quality of OHV Opportunity

Land Manager's OHV program 10

Check all that apply (Please select applicable values)

- ☒ Map with OHV Recreation opportunities clearly shown is available for distribution at no cost (2 points)
- ☒ Map with OHV Recreation opportunities clearly shown is available on the Land Manager's website (2 points)
- ☒ Map indicates relative difficulty of each OHV trail (2 points)
- ☒ Map indicates appropriate OHV use type (ATV, dirt bike, 4x4, OSV, etc.) (2 points)
- ☒ At least fifty percent of the staging areas include support facilities (restrooms, picnic tables, trash cans, shade structures) (2 points)
- ☐ Majority of trail intersections are signed with information such as: trail names, directional signs, relative difficulty, mileage to next feature (2 points)

## 3. Variety of OHV Opportunity

- a. Skill levels (e.g., beginner, intermediate, advanced) indicated by publicly available maps or signage marking trails with relative difficulty 3

(Check the one most appropriate) (Please select one from list)

- ☐ 3 or more skill levels (5 points) ☒ 2 skill levels (3 points)
- ☐ 1 skill level (1 point) ☐ Land Manager has no legal OHV riding opportunity (No points)

- b. Type of OHV Opportunity (ATV, dirt bike, 4x4, OSV, RUV, Sand Rail/Dune Buggy) 6

(Check the one most appropriate) (Please select one from list)

- ☒ Opportunities for 3 or more vehicle types (6 points) ☐ Opportunities for 2 vehicle types (3 points)

☐ Opportunity for only 1 vehicle type (1 point)

☐ Land Manager has no legal OHV riding opportunity (No points)

#### 4. Agency Contribution

Cost of OHV Program for Land Manager's most recent complete fiscal year (not to include cost of indirect overhead): 250000

% Funded by OHV Trust Fund (do not include in-lieu funds): 6

(Check the one most appropriate) (Please select one from list)

- ☒ No OHV Trust Funds were used (6 points)
- ☐ 10% or less of the program cost was from OHV Trust Fund (4 points)
- ☐ 11% to 25% of the program cost was from OHV Trust Fund (3 points)
- ☐ 26% to 50% of the program cost was from OHV Trust Fund (1 point)
- ☐ More than 50% of the program cost was from OHV Trust Fund (No points)

Reference Document

Not Applicable

#### 5. Project Performance

For Applicant's OHV grant Projects which reached the end of the Project performance period within the last two years, the percentage of all deliverables accomplished 2

(Check the one most appropriate) (Please select one from list)

- ☐ 100% of Deliverable accomplished (5 points)
- ☐ 75% to 99% of Deliverables accomplished (3 points)
- ☐ Less than 75% of Deliverables accomplished (No points)
- ☒ First time Applicants and past Applicants with no active Grant projects within the last two years (2 points)

#### 6. Previous Year Performance

In the previous year the Applicant has been responsive and communicated effectively with the assigned OHMVR Grant Administrator by phone, email or personal visit. 3

FOR DIVISION USE ONLY (Check the one most appropriate) (Please select one from list)

- ☒ In the previous year the Applicant has been responsive and communicated effectively with the assigned OHMVR Grant Administrator by phone, email or personal visit (3 points)
- ☐ First time Applicants and past Applicants with no active Grant projects within the last two years (2 points)
- ☐ In the previous year the Applicant has not been responsive (No points)

#### 7. Prevention of OHV trespass

##### 7. Prevention of OHV trespass - Fence (Page 1)

- a. Is site a completely fenced facility such that OHV trespass into neighboring properties and/or closed areas is prevented? 0

(Check the one most appropriate) (Please select one from list)

- ☒ No (answer items b and c)
- ☐ Yes (10 points, explain and then skip to item 8)

Explain 'Yes' response:

##### 7. Prevention of OHV trespass - Patrol (Page 2)

- b. The majority of OHV Opportunity areas are patrolled (Check the one most appropriate) 5

(Check the one most appropriate) (Please select one from list)

- ☒ At least 5 days per week (5 points)  
☐ At least once per week (3 points)  
☐ At least once per month (1 point)  
☐ Less than once per month (No points)

Explain patrol efforts (e.g., frequency of patrol, patrol personnel, percent of lands covered by patrols)

Patrols are conducted by BLM Law Enforcement Rangers and non-law enforcement staff five days per week with the most concentrated efforts on the weekends. General patrol includes the developed staging areas, large gathering areas, developed campgrounds, the main roads, and 4x4 obstacle safety course. Based on use patterns, specific trails are patrolled on motorcycle. Other trails are patrolled with 4x4 vehicles. Patrols cover 50 % of the trails in the two riding areas. Due to the rugged terrain and thick vegetation, not all lands/acres are patrolled nor need to be for OHV use.

## 7. Prevention of OHV trespass - Measures (Page 3)

- c. Measures to prevent OHV trespass into neighboring properties and/or closed areas 5

(Check all that apply) (Please select applicable values)

- ☒ Barriers and/or signing are used to prevent OHV trespass into neighboring properties and/or closed areas (3 points)  
☒ Education programs, maps and/or brochures provided to the public address OHV trespass, including respect for private property (2 points)

Explain measures utilized to prevent OHV trespass into neighboring properties and/or closed areas

The rugged terrain and thick vegetation reduce the areas/opportunities for trespass and are natural barriers. In open areas and at property boundaries, a number of barrier methods (pipe and cable barriers, rip rap, etc) have been used to discourage trespass onto private property. Carsonite signs are also placed at these locations identifying the private property. BLM has and continues to connect "dead end" or "out and back" trails to develop a loop trail system in an effort to prevent trespass. Current visitor map depicts the recreation area boundary, the private lands within the recreation area, and includes a statement to stay out of private property. The Ukiah Field Office fire prevention/mitigation specialist also emphasizes the private land boundary when conducting wildland urban interface programs and general fire education programs and talks. At county fairs and earth day events, staff distribute maps, brochures, and pamphlets and explain the importance of respecting private property.

## 8. OHV Education

### 8 OHV Education - Page 1

- a. Education materials available onsite 10

(Check all that apply) (Please select applicable values)

- ☒ Free literature is provided to visitors describing safe and responsible OHV recreational practices (5 points)  
☒ Bulletin boards, signs or kiosks, at the majority of staging areas, trailheads, or other areas where the public gathers provide information concerning safe and responsible OHV Recreation (5 points)

- b. Applicant or Land Manager provides formal programs, educational talks, school field trips, etc. to the public to educate them on safe and responsible OHV recreational practices: 0

(Check the one most appropriate) (Please select one from list)

- ☐ 50 or more per year (3 points)  
☐ 20 to 49 times per year (2 points)  
☐ 5 to 19 times per year (1 point)  
☒ Less than 5 times per year (No points)

### 8. OHV Education - Page 2

- c. When Facility is open, staff are available at trailheads, visitor centers and/or entrance stations to provide information on safe and responsible OHV use 2

(Check the one most appropriate) (Please select one from list)

- ☐ Daily (5 points) ☐ On all weekends (4 points)  
☒ On the majority of weekends (2 points) ☐ On major holidays (1 point)  
☐ None of the above (No points)

- d. ATV Safety Institute and/or Motorcycle Safety Foundation approved training courses are offered 0

(Check the one most appropriate) (Please select one from list)

- ☐ Weekly (3 points) ☐ Monthly (1 point)  
☒ Less frequently than monthly (No points)

Describe Land Manager's onsite education efforts:

General riding safety information is distributed (pamphlets, one-on-one discussion) by staff.

## 9. Website

- a. OHV outreach efforts are accomplished through the Land Manager's website 0

(Check the one most appropriate) (Please select one from list)

- ☐ No (skip to question 10) ☒ Yes (provide URL address and answer item b)

Provide URL address <http://www.blm.gov/ca/st/en/fo/ukiah.html>

- b. The Land Manager's website contains the following items 5

(Check all that apply) - Scoring: 1 point each up to a maximum of 5 points. (Please select applicable values)

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Map to location        | <input type="checkbox"/> Hours of operation             | <input type="checkbox"/> Safety information                  |
| <input checked="" type="checkbox"/> Visitor facilities     | <input checked="" type="checkbox"/> Contact information | <input checked="" type="checkbox"/> News releases            |
| <input type="checkbox"/> Information on responsible riding | <input checked="" type="checkbox"/> Map of Facilities   | <input type="checkbox"/> Fee schedule                        |
| <input checked="" type="checkbox"/> Seasonal restrictions  | <input type="checkbox"/> Link to Division Website       | <input type="checkbox"/> Law enforcement contact information |

## 10. OHV Outreach

Check all forms of OHV outreach the Applicant utilizes: 3

Scoring: 1 point each up to a maximum of 3 points. (Please select applicable values)

- |  |   |
|--|---|
| <input type="checkbox"/> Billboards                    | <input type="checkbox"/> CDs and/or DVDs          |
| <input checked="" type="checkbox"/> Community meetings | <input checked="" type="checkbox"/> OHV dealers   |
| <input checked="" type="checkbox"/> Fairs              | <input checked="" type="checkbox"/> News releases |
| <input type="checkbox"/> Other (specify)               | <input type="checkbox"/> Television               |
| <input type="checkbox"/> Parades                       | <input checked="" type="checkbox"/> Radio         |
| <input type="checkbox"/> Programs at schools           |   |

## 11. Natural and Cultural Resources

### 11. Natural and Cultural Resources - Page 1

- a. Is the Land Manager's OHV area a completely fenced track facility with little or no native vegetation?  
0

(Check the one most appropriate) (Please select one from list)

- ☒ No (answer item b) ☐ Yes (5 points, explain and then skip to item 12)

Explain 'Yes' response

## 11. Natural and Cultural Resources - Page 2

### b. Resource Management Information System 5

Does the Land Manager maintain a management information system managed by qualified environmental staff that identifies and monitors the impacts of the OHV activity and contains at least the following:

- Ongoing survey/inventory of species
- Ongoing survey/inventory of archeological sites
- Biological monitoring that measures changes in populations
- Components that evaluate the effects of OHV recreation and related activity on the species;
- Recommendations for improvement in species management
- Strategies to respond to changing conditions that affect the survival or reproduction of species? (Please select one from list)

☐ No (No points)

☒ Yes (5 points)

Reference Document

Surveys and inventory (areas and/or specific sites) are maintained (via layers) in the GIS database. For cultural resources, specific and more in depth analysis records are maintained by the office archaeologist. Ongoing monitoring and inventories are conducted on a project by project basis and/or during routine patrol. Staff explore projects and funding opportunities (internal and grant sources) to conduct more site specific analysis, inventories and surveys.

## 12. Soil Management

### 12. Soil Management - Page 1

#### a. Land Manager has developed a systematic methodology for evaluating soil conditions of its OHV Opportunities? 0

(Check the one most appropriate) (Please select one from list)

☒ No (No points)

☐ Yes (5 points)

Explain 'Yes' response

#### b. Land Manager has developed methods to address soil issues? 5

(Check the one most appropriate) (Please select one from list)

☐ No (No points)

☒ Yes (5 points)

Explain 'Yes' response To address trail tread soil issues, a 3-year rotational trail maintenance schedule has been implemented. Staff also responds to feedback from users and patrol staff on trail situations that need immediate attention due to weather or other factors.

### 12. Soil Management - Page 2

#### c. Land Manager performs soil monitoring 2

(Check the one most appropriate) (Please select one from list)

☐ Monthly (3 points)

☒ After major rain events (2 points)

☐ Annually (No points)



**13. Sound Level Testing**

The Applicant or Land Manager conducts, or causes to be conducted, sound level testing 4

(Check only one if applicable) (Please select one from list)

- ☒ On most (50% or more) holidays and weekends (4 points)
- ☐ At least 25% but less than 50% of holidays and weekends (2 points)
- ☐ Less than 25% of holidays and weekends (No points)

Describe the sound testing program

Patrolling Law Enforcement Rangers conduct sound level testing. Sound testing is also available at the office by appointment.